



*Drop – Off Service
Child Care Center
CH Building*

773-442-4540

The Drop-Off Service at NEIU Child Care Center will be open to NEIU students, faculty and staff, for children between the ages of 3 to 6 years old. This service is being offered for those who are in need of evening care while they are working or furthering their education.

Play is the most important tool in the child's way of learning. The program gives the child ample opportunities through play, either by himself/herself or with others to learn. In all activities, including math, reading, music and art, the children are encouraged to explore, experiment and work out solutions in their own way.

Parents are expected to feed their child before using the drop off service. The children will be provided with a nourishing snack each evening.



Hours of Operation

The drop-off service will be offered:

Monday through Thursday

5:30 p.m. to 10:00 p.m.



Northeastern Illinois University subscribes to the principle of affirmative action and does not discriminate against any individual on the basis of age, color, handicap, national origin, race religion, sex, or veteran status.

Drop Off Service:

The child must be:

- 1) 3 through 6 years of age.
- 2) All children must be thoroughly toilet-trained, no pull-ups allowed.
- 3) The Drop-Off Service will only be licensed for 20 children per evening.
- 4) Drop-off Service is \$5.00 per hour. A deposit of \$50.00 is required to initiate the service. This deposit must be made in advance in the *Bursar's Office after the child is accepted and before the first date of service. Debit card's have to be purchased in increments of \$50.00 and must be purchased in advance at the *bursar's office.
- 5) Children may be dropped off between 5:30 p.m. and 9:00 p.m.. All children must be picked up by 10:00 p.m.
- 6) Late fees will apply as of 10:01 p.m. of \$1.00 per minute. Payable in cash only at time of pick up.
- 7) Children who are ill will not be admitted into the Drop-off Service program. Please keep your child home if they have a fever or any other contagious disease.

*Bursar's Office D-Building, ext. 4700.



Registration of Children

- Application
- Registration fee of \$15.00
- Copy of student, faculty or staff identification card.
- Copy of class schedule and bill from NEUportal.
- Copy of health insurance card.
- Original birth certificate.
- Immunization record and current physical form.
- Mandatory Orientation.

**Northeastern Illinois University
Child Care Center**

5500 North St. Louis Avenue
Chicago, Illinois 60625-4699
Phone: 773-442-4540
Fax: 773-442-4543

The Northeastern Illinois University Child Care is licensed by the State of Illinois Department of Children and Family Services (DCFS), and accredited by the National Association for the Education of Young Children (NAEYC).